

## 27 August 1952

MAMORANDUM FOR: Deputy Director of Central Intelligence

Deputy Director (Plans)

Deputy Director (Intelligence) Deputy Director (Administration)

SUBJECT

: Orientation and Indoctrination of Agency

personnel.

## STATINTL

- provide for the indoctri-1. CIA Regulations nation and security brisfing of all incoming employees of the Agency. There are, however, on occasion new employees of the Agency who, because of their distinguished military or civilian position or previous intelligence experience, are not given the regular CIA indoctrination lecture or security briefing.
- 2. It is suggested that all personnel entering on duty in CIA would profit by an indoctrination and security briefing regardless of rank, grade or previous intelligence experience. Both Colonel Edwards and I would welcome the opportunity of arranging for the briefing of incoming employees of the Agency, and in the case of the "VIP" will tailor-make such briefings in accordance with the desires of the sponsoring office.
- 3. Arrangements can be made directly with Colonel Edwards and me, or with the Chief of the Orientation and Briefing Division, STATINTL on extension 3601, who will Office of Training, in turn contact the Inspection & Security Office to schedule the security briefing.

MATTHEW BAIRD Director of Training